

Central Falls School District Facilities Committee
July 20, 2010
Minutes of the Meeting

The Central Falls School District Facilities Committee meeting was held in the Conference Room on the 1st floor of the Central Falls School District Administration Building, 21 Hedley Avenue, Central Falls, on Tuesday, July 20th.

At 1:12 p.m., Giovanna Venditti, District Finance Officer called the meeting to order. Committee members present were: Giovanna Venditti, Sonia Rodrigues, Kathy Gaouette, Ed Vandette, and Ann Lynch. Committee members not present were Frances Gallo, Anna Cano-Morales, Ernest Almonte, Joe Nield, Azim Mazagonwalla and Todd Olbrych. Other attendees were: Joseph da Silva, Rosemary Booth Gallogly, Lorraine Hynes, Mario Papitto, and Philip Conte.

Voting members in attendance were: Giovanna Venditti, Sonia Rodrigues, Kathy Gaouette, Ed Vandette and Ann Lynch. Voting members not in attendance were: Frances Gallo, Anna Cano-Morales, Ernest Almonte, Joe Nield, Azim Mazagonwalla and Todd Olbrych

Ms. Gallogly explained that the facilities committee by-laws were reviewed with legal counsel. It was explained that the Committee role is in an advisory capacity and cannot enter into contracts. Contract approvals would need to be authorized by the Rhode Island Department of Education and with the City of Centrals, which would now be represented by the Receiver Mark A. Pfeiffer.

Motion made by Ms. Gaouette and seconded by Ed Vandette and approved unanimously to present the draft by-laws to the Central Falls Board of Trustees for review.

An evaluation and recommendation for the services was created with Dr. Gallo and Mr. da Silva. Dr. Gallo then sent the items to Ms. Gallogly in order to receive the proper approval for the Studio JAED contract. The evaluation is dated July 14th.

Ms. Gallogly sent a letter to Dr. Gallo and the Facilities Committee informing them that she had reviewed the evaluation and that it did reflect the scope of work. The Superintendent would have to acknowledge the contract and a signature would be required and then it would be forwarded to the Receiver to execute the contract and issue the purchase order.

Motion to accept the evaluation/recommendation letter from Dr. Gallo and the Facilities Committee relating to the Request for Proposals (RFP) entitled, "Specifications Request for Proposals to procure Architectural, Engineering, Design & Construction Administration Services for School related projects in the City of Central Falls posted on or about October 23, 2009. (Evaluation attached); accept agreement from Studio JAED (Reviewed by State Department of Administration Capitol Projects, Purchasing, Legal Division and RIDE); recommend Facilities Committee to appoint/nominate Dr. Frances Gallo to sign the agreement along with Receiver, Mark A. Pfeiffer appointed in accordance to R.I. Gen. Laws 45-9-7(b); receiver to proceed with issuing the Purchase Order and contracting services and work to commence immediately was made by Ms. Gaouette and seconded by Ms. Lynch and approved unanimously.

Mr. da Silva wanted the committee to focus on Exhibit G of the construction budget. He commented that the Committee formally needs to vote on itemized and expanded versions of that budget. Any changes to the budget have to go through appropriate review and change. Preliminary schedule of events will be revised as the project moves along.

It was discussed that an ESCO, or energy service company, is a business that develops, installs, and finances projects designed to improve energy efficiency and reduce operations and maintenance costs for its customers' facilities. When an ESCO undertakes a project, the company's compensation is directly linked to the amount of energy that is actually saved.

A Request for Proposal (RFP) would be worked on by RIDE, the City and the District if there was an interest in ESCO. Some of the other items discussed were regarding providing an ESCO company with site visits, historical data for an energy audit, and an evaluation of the energy audit by a qualified vendor to make sure the savings were received.

It was also recommended that an independent review might be able to be done by Studio JAED since the work would have to be integrated. JAED would have to provide a proposal for this aspect to provide recommendations to the Committee.

Energy Performance Contracting Services Qualified Vendors (MPA#436 & CR#23) – (See attached)

The Facilities Committee approves posting of RFP in conjunction with the State of Rhode Island Division of Purchases utilizing Master Price Agreement #436 entitled Energy Performance Contracting Services. Facilities Committee will participate in the evaluation process and make recommendation to the Receiver for award. The Energy Performance audit contract and the investment grade audit will include all schools. The Facilities Committee reserves \$75,000 for this cost. Motion made by Ms. Gaouette and seconded by Mr. Vandette.

The housing-aid forms were being worked on and as soon as all items were received it would be given to Dr. Gallo. The biggest item is the commissioning report from Odeh Engineers. The deadline for submitting the forms is August 31st. It would then get submitted to RIDE. The final agenda item discussed was the communications with Iron Construction.

Allocation for change orders was discussed as well as having some leeway for pre-approvals. It was stated that the clerk of the works has no authority for changes. Ms. Venditti commented that the architect and contractor would be working together and if there were a change the architect would have some discretion but not if it would make the project over budget.

There was further discussion about how the communication would work between all the constituents.

The Facilities Committee confirms the process for any changes or modifications to the construction project, which will increase the cost of the project, will require: (1) signed recommendation from the architect (2) review and approval from the Facilities Committee and vote on final

decision/recommendation (3) review and approval by RIDE (4) Forward recommendation to Receiver/City of Central Falls. Motion made by Ms. Gaouette and seconded by Ms. Rodrigues and was approved unanimously.

A motion was made to adjourn by Ms. Gaouette. The motion was seconded by Ms. Venditti and approved unanimously.

The meeting adjourned at 2:10 p.m.